

## GENERAL RELIEF OPPORTUNITIES FOR WORK CASE MANAGER APPOINTMENT NOTICE

DISTRICT NAME AND ADDRESS

GROW SITE  
ADDRESS  
DATE  
CASE NAME  
CASE NUMBER

**HELLO GROW PARTICIPANT!** You are scheduled for an appointment to meet with your Case Manager at the date, time and location listed below to discuss your participation in the General Relief Opportunities for Work (GROW) program.

If you just completed a component assignment, such as Job Skills Preparation Class, vocational assessment, post-assessment activities, etc., we will discuss your next assignment and any services you may need.

If you have been on General Relief for six months in a 12-month period we will discuss your progress in the GROW Program as well as any obstacles you may still have in your search for gainful employment.

If you were exempted from participation in GROW because you were employed full time, we will discuss your continued employment, your need for services, or a new component assignment.

If you are required to provide verification or documentation, don't forget to bring it with you to this appointment or mail it in time to arrive by the due date.

DATE	TIME	LOCATION

If you do not keep this appointment, your GR benefits may be terminated and you may receive a penalty. The first time you fail to comply, your GR will be terminated and you can reapply immediately. The second time you will be ineligible for 30 days. The third and any subsequent time you will be ineligible for 60 days.

**If you cannot keep this appointment or you have any questions regarding the appointment, contact me immediately at the number listed below.**

CASE MANAGER	FILE NUMBER	PHONE NUMBER
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